



6TH BRIGADE PROFESSIONAL DEVELOPMENT



APRIL 2000

"Professional Training For All, Our Mission Is Your Future"

6th BDE/104th DIV PO Box 6500, Aurora CO 80045-0500 (303) 365-3082



COMMANDER'S NOTES



This month, the 6th Brigade and its subordinate battalions have occasion to celebrate several accomplishments. During Training Year 1999, we improved in every measurable area of performance. Our improvement and performance were recognized and rewarded during the Division Commander's Conference in March. The 12th Battalion (NCOES) received award for being the most improved battalion in the Division. The NCOA received the Best Logistics award for high-density logistics units. The 10th (CGSOC) and 11th (CAS3) Battalions were recognized for having the highest strength and DMOSQ percentages among units in the Division. And, finally, the Brigade received awards for best brigade logistics and for best brigade. These awards are tribute to the exceptional efforts, teamwork, and dedication of everyone in the Brigade and the Battalions.

Strength and DMOSQ are up throughout the Brigade, although HHD still faces significant personnel shortages, an issue it is addressing aggressively. Untrained personnel are scheduled for training that will qualify them as soon as possible, staff coordination is better than ever before, and all elements are managing suspense actions and mission requirements professionally and conscientiously. All units are executing carefully crafted plans to accomplish missions at minimum costs, adapting the plans as necessary to ensure mission accomplishment in the dynamic, financially austere operational environment that we work in today. Funding constraints severely limit our ability to respond to training challenges, but all are finding ways to save money without compromising mission accomplishment. Moreover, for the first time, the brigade and its battalions have developed and continuously refine detailed plans to accomplish anticipated missions during the next two years. These plans provide the basis for us to project accurately mission funding requirements and to accredit the 10th and 11th Battalions during Training Year 2001.

Concurrently, we continue executing our current TASS missions. We are training and graduating several thousand soldiers each year more cost effectively than any other TASS

brigade. The 10th and 11th Battalions lead Ft. Leavenworth proponent school distance learning innovations, and the NCO Academy at Ft. Lewis has been selected to test the new POI that will eliminate all differences between the Active Component and Reserve Components NCOES full-time academy training programs. In addition, we now expect the 12th Battalion to be accredited this year. Ten of the 12 RTIs in Region G have been examined and recommended for accreditation by USASMA accreditation teams, and we anticipate that the two remaining RTIs and the NCO Academy will also be recommend for accreditation when they are examined. This represents an amazing turn of events for the 12th Battalion because more than two-thirds of the RTIs had failed preaccreditation assessments during Training Year 1999 that revealed severe critical deficiencies. The current successes are certainly high tribute to the focused planning, coordination, and execution by CSM Roger Schulz, Commander of the 12th Battalion, by the 12th Battalion personnel (TPU and Title XI), the 205th Regiment (Leadership) Washington Army National Guard, and the RTIs in Region G. All have worked exceptionally hard together to correct noted deficiencies, making the 12th Battalion's accreditation possible and probable.

A great deal of the increased, higher quality staff and FTUS coordination is a direct result of three appointments in the Brigade: CSM Schulz's assignment as 12th Battalion Commanders and NCO Academy Commandant in May, COL Kenneth Fields' assignment as Brigade Executive Officer in July, and Mr. Jerry Westbrook's assignment as the Brigade SSA in August. On 5 April, however, COL Fields is being reassigned to Fifth US Army and the 63rd RSC to assume the duties of the Emergency Preparedness Liaison Officer in Arizona. This is an important assignment that entails coordination between civilian and military agencies to ensure rapid, appropriate response in case of national emergency or natural disasters. We wish him the best in his new assignment. Finally, I would like to congratulate LTC(P) Neil Dial, 10th Battalion Commander on his selection for promotion to Colonel.

Be a winner

and

pass the *TEST!*

Let's all review the

APFT standards

and

Height & Weight

Requirements



S-1



S-1 SUSPENSE UPDATE. The following items are due to 6th Brigade S-1 by April 1, 2000, for consolidation and submission to Division.

1. Homosexual Briefing Report - # of soldiers briefed. (due monthly until 5/1/00).
2. Unit Vacancy Report- need duty location and zip code, DMOS, Paragraph, Line and Position #s, Grade and Title. (due every month).
3. MPRJ Conversion Project-% MPRJ's reviewed and completed.
4. Soldier Rating Schemes –12th Bn

Attention - All Soldiers! When was the last time you reviewed your military records? (REPEAT)

By May 2000, personnel records maintained at the unit will be changing. Your 201 file or MPRJ (Military Personnel Records Jacket) maintained at units will be discontinued. Taking its place will be the Military Personnel File (MPF). The MPF will not contain all the documents and forms that were filed in the MPRJ. If not already doing so, soldiers must begin to maintain their own military forms and documents. Soldiers will no longer be able to go the unit and get all documents, because they will no longer exist. AR-PERSCOM in St. Louis will maintain your MPF. It will be used for centralized promotion boards. It will be the soldier's responsibility to insure their record is accurate. If a document is missing, you must provide it. Bottom-line, make sure you get a copy of all our military documents and forms, and maintain in a safe secure place. Your current MPRJ will be returned to you upon successful completion of the MPRJ to MPF record conversion.

All soldier s should begin NOW to audit their MPRJ record with the S-1 Section or UA to ensure all documents and forms are complete, updated, and available. (POC: CW2 Armenta (303) 966-4760 /hgarmenta@email.com)

RECORDS MANAGEMENT. S-1's – have you been keeping up with the latest Modern Army Recording System (MARKS) updates? Don't forget to check www.rmd.belvoir.army.mil for changes. Look under "Records Management Division", and then look for "Retention Table Additions, Changes, and Deletions". (POC: CW2 Armenta (303) 966-4760 /hgarmenta@email.com)

BDE TELEPHONE NUMBERS AND E-MAIL ADDRESSES

6 th Bde Cdr	COL SUCHANEK gerry-suchanek@uiowa.edu	303-365-3086
6 th Bde XO	COL FIELDS fieldsk@ix.netcom.com	303-365-3085
6 th Bde IM NCO	SSG BRUCE rbruce@pmrma-emh1.army.mil	303-725-6844
6 th Bde, SSA	Mr. WESTBROOKE westbrookj@usarc-emh2.army.mil	303-365-3082
6 th Bde S-1	CPT WHYTE lwhyte@uswest.com	303-365-3088
6 th Bde S-1, Per Tech	CW2 ARMENTA hgarmenta@email.com	303-365-3088
6 th Bde S-3	LTC ANDERSON s3.6bde.104div@worldnet.att.net	303-365-3087
6 th Bde S-4	MAJ GEORGE dave.george@rfets.gov	303-365-3088
6 th Bde S-3, SOTS	Mr. STANEK john.stanek@usarc-emh2.army.mil	303-365-3083
HHD, 1SG	CPT SANTIAGO santiago@iex.net	303-365-3089
HHD, 1SG	SFC REEDY janetreedy@centura.org	303-365-3089
6 th Bde/HHD	FAX MACHINE	303-365-3090

GOVERNMENT TRAVEL CARD ELIGIBILITY UPDATE.

Congressional changes required that all government employees possess and use a government VISA travel card while traveling. A clarification was received regarding an exception to this policy for certain TPU members. TPU personnel traveling more than 30-40% of their military time per year should have the travel card. The designated brigade approving authority is Mr. Westbrook, our SSA. Travel card application forms may be obtained from him. The overall Approving Authority for all government travel card requests is the Resource Management Officer of the 104th Division. (POC: CW2 Armenta (303) 966-4760 /hgarmenta@email.com)

AWARD OF SPECIAL SKILL IDENTIFIERS/ ADDITIONAL SKILL IDENTIFIERS.

This is a reminder that Battalions do not have to submit DA Form 4187s in order to award soldiers Special Skill Identifiers (SQI), or additional Skill Identifiers (ASI). Units authorized to instruct courses that result in award of SQI or ASI (normally "H", "X", and "5K") will send a copy of the completed DA Form 1059 directly to the 104th Division DCSPER, Attention: AFRC-TWA-PM on a DA Form 200. Forty-five days after DA Form 200 submission, and orders still haven't been received, followup directly with SFC Holdeman at 1-800-517-8379, x 4188. . (POC: CW2 Armenta (303) 966-4760 /hgarmenta@email.com)

Dining Out!

The Dining Out is planned for Saturday, 1 April 2000. A great evening of camaraderie is being planned! It will be held at the Embassy Suites at I-70 and Havana in Aurora. We encourage all soldiers to attend. I'm sure we will all have a great time. Watch for flyers for more detail.

Come and join the fun with the rest of the Wolfpack family.



S-3



A review by the SOTS, Mr. Stanek of the Unit Cdr's Pay Management Report has found the following questionable Marital status of these personnel.

SGT Daniel Baxter
SPC Craig Connor
SGT Kristine Farnsworth
MAJ David George
SGT Brian Harrell
SSG Naomi Harvey
1LT Willie Lavalais JR.
SSG Sylvia Midgett
SSG Fred Sonnenfeld
COL Gerry Suchanek
SFC Ernest Vigil

The pay report shows the above listed personnel as Single for marital status. A request to complete a new DA Form 5960 is needed to correct this status. This means you are being paid for AT duty performed in a single status and not a married status w/ depns.

If this is the case, check you LES's for AD you have performed, and if paid in single status, you need to immediately input the new DA 5960 for corrections and back pay. A new DA 5960 must be submitted annually by each soldier IAW AR 37-1. Turn the DA 5960 into Ms Sabrina Fierro NLT COB 2 Apr 00.

ID CARDS

If you or a family member needs an ID card please call 5502nd at (303)361-4837 located on Fitzsimmons in building 820. They can take care of Retired Service Members; Active Duty or AGR Soldiers; Reserve Service Members; IRR/IMA Service Member and all of their Dependents/ Family Members. So call today!





S-4



INFORMATION MANAGEMENT



SUSPENSES:

Material Condition Status Report - All reports (Negative included) submitted to Bde S-4 by COB 1 APR 2000.
Property Accountability Adjustment Report - All reports (Negative included) submitted to Bde S-4 by COB 1 APR 2000.
Visa/Impact Credit Card - to Bde (Mr. Stanek) by COB 1 APR 2000.
Food Service Reports - Fax to Bde S-4 COB 2 Apr 2000
Quarterly supply and equipment forecast or requests - Bde S-4 (cc: Mr. Westbrook) by COB 1 APR 2000
Response to 104th Div ADP equipment request - Bde S-4 by 20 MAR 2000.

MISC EVENTS:

MSG Frazier and MAJ George will be conducting an Command Supply Discipline Inspection - Expanded at the NCOA on 23-24 Mar and at the 11th Bn on 5-7 May 2000.

Congratulations to MSG Frazier for completing the Army's EEO course.

S-4 has been assisting the HHD in the planning of the Dinning Out. There will be no one in the S-4 Section Saturday afternoon due to the setting up for the event.

OTHER NEWS OF INTEREST:

Travel Card Extension: Civilian employees of the Department of Defense now have until May 1 before they have to use the new government travel card. DoD is one of several agencies given a two-month extension to implement the program. DoD says the delay has been authorized because the department received the guidance late, but added that General Services Administration officials have made it clear there will be no more extensions.

Series I Bonds: Civilian DOD employees now can buy the new inflation-indexed Series I U.S. Savings Bond through the Payroll Savings Plan, in addition to Series EE bonds. Active and retired military members also will be able to buy the new Series I bonds beginning April 1. Like EE bonds, Series I bonds are exempt from state and local taxes and also from federal taxes if they are used to pay tuition and fees at qualifying schools. More information is available at www.savingsbonds.gov.

SUBJECT: ARMY POLICY ON THE USE OF WEB-BASED OR INTERNET SERVICE PROVIDER (ISP) E-MAIL AC- COUNTS FOR OFFICIAL ARMY BUSINESS

1. The Purpose Of This Message Is To Reiterate DOD And Army Policy On The Use Of Federal Government Sponsored E-Mail Accounts For Official Army Business. The Need To Reiterate This Policy Is Due To The Growing Popularity Of Using Non-Approved ISP Or Web Based Systems As Alternative E-Mail Addresses For Official Army Business.

2. Army Employees Will Employ Government Owned E-Mail Systems For Authorized, Unclassified U.S. Government Business. Army Employees Will Not Use Unapproved Accounts [Such As Hotmail Or Yahoo Mail] For Official Army Business Unless Specifically Authorized To Do So By Their Director Of Information Management Or Deputy Chief Of Staff For Information Management (DOIM)/(DCSIM).

3. DOIMS/DCSIMS (In Coordination With The Designated Approving Authority) Will Ensure ISP, Or Web Based E-Mail Systems Are Approved Only When It Is Mission Essential And Army Owned E-Mail Systems Are Not Available. When Approved, Users Will Take Special Precautions To Ensure That Any Sensitive And/Or Classified Information Is Not Released Using This E-Mail System.

4. In Accordance With Army Regulations, Army Employees Shall Not Transmit Classified Information Over Any Communication System Unless It Is Transmitted Using Approved Security Procedures And Practices.

5. Army Employees Should Exercise Extreme Care When Transmitting Any Sensitive Information, Or Other Valued Data. Information Transmitted. Over An Open Network (Such As Through Web Based Or ISP Unsecured E-Mail) May Be Accessible To Anyone Else On The Network.

It is imperative that all users who use ISP based e-mail accounts get army approved account, ASAP. If you surf to <http://www.us.army.mil> you can sign up for a free e-mail account.

ACCESS TO ARMY PORTALS

Access to the Army Portal is available to all members of the active Army, Army National Guard, Army Reserves, DA Civilian, as well as retirees. Users may access the Army Portal regardless of your location or network domain (for example, from home).

INFORMATION MANAGEMENT (CONT)

Account activation requires providing your name, Social Security number and date of birth for verification. It is solicited for the sole purpose of verifying your eligibility for access to the Army Portal. If not provided, you will be denied access. SSN and DOB information you provide to the Army Portal is compared against Total Army Personnel Database (TAPDB) data. The SSN and DOB information you provide will be safeguarded and will not be made available on any website and cannot be seen by any other users.

Currently, registrants who provide this information and have access to a ".mil" email address will be automatically activated. If a non ".mil" address is provided, then a waiting period is required. This process will be automatic for all users soon.

Your username will be selected by you based on some choices that use the first, last, middle, and nickname you provide (e.g. first.last, nickname.last, first.middleinitial.last). The username will be used for login as well as for your lifetime email (e.g. first.last@us.army.mil).

6TH BRIGADE WEB SITE IS NOW ON-LINE:

Please remember this web site is still under constructions and is located at a temporary location. In order to see the new web page on the internet go to URL is <http://home.att.net/~s3.6bde.104div/>

**(Updated) Army Computer Based Training* - is also on-line and free to all Government and Army personnel. Use your web browser and go to <http://www.armycbt.jccbi.gov/armycbt> or <http://158.6.12.20/cbtweb/index.htm> to register.

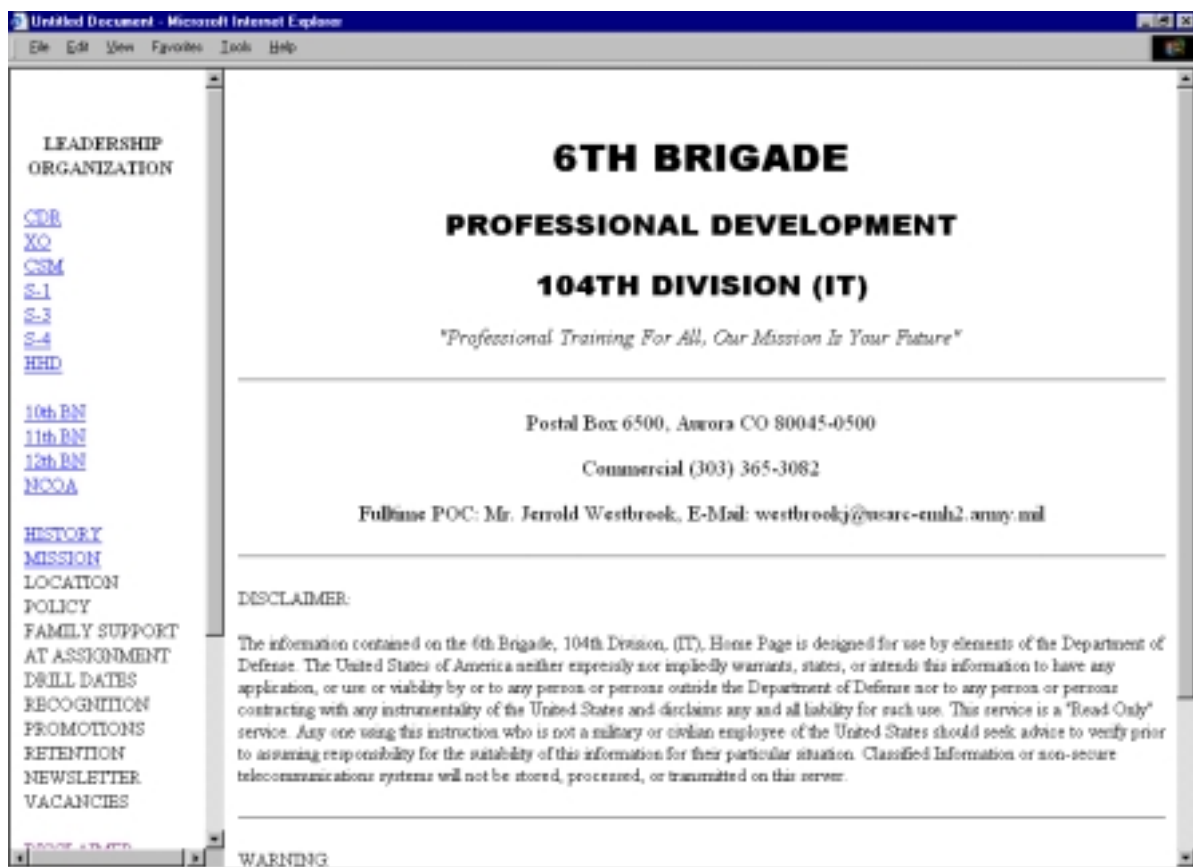
SUSPENSE for 10th, 11th 12th, and NCOA (OVER DUE)

• E-mail Roster • Web Page Development • ISS Personnel Designations • Training of ISSO/AISSO • DOD Infosec Awareness Training

These suspense's was given out to the ISSO and AISSO at the conference. If you have questions regarding these suspense's please contact SSG Bruce, the Brigade ISSO. Cellular (303)725-6844 or e-mail 'rbruce@pmrma-emh1.army.mil'

Newsletter Submission Deadline - All articles need to be submitted to the IM Section no later than mid-month. If possible please deliver all articles in a typed or neatly handwritten format. Floppy diskettes will also be accepted or *send via email to rbruce@pmrma-emh1.army.mil*

Army TACACS Local Numbers Update - Rocky Mountain Arsenal's modem bank is now on-line for dial-in access.





HHC



TRAINING SCHEDULE

IMPORTANT NEWS:

As this is the Mandatory Drill - this is sure to be a busy weekend!

Hope you all remembered to RSVP for the Dining Out! We plan on having a fun evening!

Remember - Saturday, 1 April 2000 begins Daylight Savings Time - SET YOUR CLOCKS 1 HOUR AHEAD BEFORE YOU GO TO SLEEP!

Note - Weigh-In on Saturday, 1 April 2000 begins at 0630 hours! SEE THE TRAINING SCHEDULE

HEAD COUNT:

Saturday, 1 Apr 00 - SPC Vosmera

Sunday, 2 Apr 00 - SGT Lim

PHYSICAL TRAINING:

S3 has PT on Saturday, 5 Feb 00

APFT

0730 - 0915 (Record and Diagnostic)

BIRTH MONTH AUDITS:

CW2 Armenta

PERSONNEL AND FINANCE:

Ms Sabrina Fierro, handles all finance and personnel actions during the week, while she does not drill with us, she can be contacted Mon - Fri at 303-365-3081.

Saturday, 1 Apr 00

0630 - 0640	Sign-In (PT Uniform)
0640 - 0730	Weigh-In
0730 - 0915	APFT (Record and Diagnostic)
0915 - 1000	Personal Hygiene/Return to Unit
1000 - 1130	Section Training
	HHC - Records update
	S-1 - MPF Conversion
	S-3 - Training Actions
	S-4 - Logistics Actions
1130 - 1230	Noon Meal
1300 - 1400	MEOC Survey
1400 - 1550	Section Training
	HHC - Records update
	S-1 - MPF Conversion
	S-3 - Training Actions
	S-4 - Logistics Actions
1400 - 1500	Unit Advisory Committee
1500 - 1550	Unit Training Meeting
1550 - 1600	Final Formation and Sign-Out
1800 - 2100	Unit Dining Out

Sunday, 2 Apr 00

0700 - 0725	Sign-In
0730 - 0800	Opening Formation
0800 - 1000	Consideration of Others-Small Group
	Discussion: Cultural Diversity
1000 - 1130	Section Training
	HHC - Records update
	S-1 - MPF Conversion
	S-3 - Training Actions
	S-4 - Logistics Actions
1130 - 1230	Noon Meal
1230 - 1300	Weekend After Action Reviews
1300 - 1600	Mandatory Make Up Training
1300 - 1620	Section Training
	HHC - Records update
	S-1 - MPF Conversion
	S-3 - Training Actions
	S-4 - Logistics Actions
1620 - 1630	Final Formation

6TH BRIGADE, HHD DRILL SCHEDULE

<u>Drill Weekend</u>	<u>Drill Number</u>
1-2 APR 2000	25-28
6-7 MAY 2000	29-32
3-4 JUN 2000	33-36
1-2 JUL 2000	37-40
5-6 AUG 2000	41-44